



**2018-19**  
**The Friends of Chabot**  
**College Board of Directors**

**Board Officers**

**Hon. Mark Salinas**

Chair  
Hayward City Council Member

**Hon. Pat Gacoscos**

Vice Chair/Secretary  
Union City Council Member

**Mr. Obray Van Buren**

Fundraising Chair  
United Association  
Local Union 342

**Board Members**

**Chief Sheryl Boykins**

CSU East Bay  
Administrator Emeritus

**Ms. Marita Cheng**

Hayward Business Owner

**Ms. Melinda Matsuda**

Chabot College  
Administrator Emeritus

**Institutional Directors**

**Dr. Hal Gin**

CLPCCD Trustee

**Mr. Dale Wagoner**

Vice President  
Administrative Services  
Chabot College

**Dr. Susan Sperling**

President  
Chabot College

**Staff**

**Ms. Yvonne Wu Craig**

Executive Director  
Institutional Advancement  
Chabot College

**Ms. Aubrie Ross**

Sr. Administrative Assistant  
Institutional Advancement  
Chabot College

**THE FRIENDS OF CHABOT COLLEGE**

Board of Directors Annual Meeting

Friday, April 26, 2019 • 9:00 a.m. - 4:00 p.m.  
San Leandro Marina Community Center • Patio Room  
15301 Wicks Blvd, San Leandro, CA 94579

- Arrivals – Coffee, Tea & Breakfast** 8:30 am
- 1. Call to Order – Chair Salinas** 9:15 am
  - 2. Roll Call – Vice Chair/Secretary Gacoscos**
  - 3. Public Comments**
  - 4. Ice Breaker - Group Activity** 9:30 am
  - 5. Chabot Update** 9:55 am
    - a) Approval of Minutes for November 7, 2018 & February 6, 2019
    - c) Chabot update
  - 6. Information Items**
    - a) Spring Fling Flea Market HSI Fundraiser update
  - 7. Financial Report**
    - a) Overview of 2019-2020 Budget
  - 8. Review Agenda**
  - 9. Action Item** 10:25 am
    - a) Grant Acceptance: HMC Designing Futures Foundation Grant
  - 10. Overview of Board Interviews- Analysis and Recommendations** 10:30 am
    - a) Presentation, questions as needed
  - 11. Use Board Interviews- Analysis and Recommendations to create priorities for coming year:** 10:35 am
    - Put ideas for new fundraising strategies (page 2) on large post-its on wall.
    - Clarify ideas as needed
    - Solicit other ideas
    - Prioritize as group
  - 12. Action Planning: Mapping 2019-2020 (12 months): 2-3 small groups, Each group create monthly or quarterly benchmarks** 11:35 pm
    - (5) Instructions
    - (20) Small group work

(15) Report outs  
(15) Coordination, missing,  
authority/autonomy

- |  |          |
|--|----------|
| <b>13. Lunch Break</b>   | 12:30 pm |
| <b>14. Board Composition</b><br>Review Board Roles & Responsibilities,<br>discuss if need to revise in near future<br>Discuss names of potential new board<br>members        | 1:00 pm  |
| <b>15. Break</b>   | 1:50 pm  |
| <b>16. Fundraising Training</b><br>Presentation – what to do before, during,<br>after solicitations<br>Draft elevator pitches<br>Role playing with feedback<br>AAA Framework | 2:00 pm  |
| <b>17. Wrap up/Closing</b><br>Retreat closure, evaluation and next steps   | 3:30 pm  |
| <b>18. For the good of the order</b>   |          |
| <b>19. Adjournment</b>   | 4:00pm   |

Any person with a disability may request this agenda be made available in an appropriate alternative format. A request for a disability-related modification or accommodation may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting to The Friends of Chabot College, 25555 Hesperian Blvd., Hayward, CA 94545, 510-723-6633, between 8:00 a.m. and 5:00 p.m. at least 48 hours before the meeting. Pursuant to Government Code 54957.5: Supplemental materials distributed less than 72 hours before this meeting, to a majority of The Friends of Chabot College Board will be made available for public inspection at this meeting and at The Friends of Chabot College, located at 25555 Hesperian Blvd., Hayward, CA 94545 during normal business hours. Materials prepared by The Friends of Chabot College and distributed during the meeting are available for public inspection at the meeting or after the meeting if prepared by some other person. Documents related to closed session items or are exempt from disclosure will not be made available for public inspection.